

| MINUTES | MEETING | TIME |
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| ENVIRONMENT AND COMMUNITY DEVELOPMENT COMMITTEE | THURSDAY 4 FEBRUARY 2016 | 10.00AM |

MINUTES of a meeting of the **Environment and Community Development Committee** held in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu on **Thursday 4 February 2016** commencing at 10.00am.

PRESENT

| | | | |
|-------|---|------------|---------|
| Cr | P | Gaylor | (Chair) |
| Cr | D | Ammundsen | |
| Cr | M | Bell | |
| Cr | M | Cardiff | |
| Mayor | R | Church | |
| Cr | J | Elliott | |
| Cr | G | Gurunathan | |
| Cr | M | Scott | |
| Cr | G | Welsh | |

ATTENDING

| | | | |
|-----|---|-----------|---|
| Mr | R | Kofoed | (Deputy Chair, Ōtaki Community Board) |
| Mr | J | Cootes | (Chair, Ōtaki Community Board) |
| Mr | P | Edwards | (Chair, Paekākāriki Community Board) |
| Ms | K | Spiers | (Member, Paraparaumu-Raumati Community Board) |
| Mrs | M | Fraser | (Acting Group Manager, Strategy and Planning) |
| Mr | P | Dougherty | (Chief Executive) |
| Ms | T | Evans | (Group Manager, Community Services) |
| Mr | K | Currie | (Group Manager, Regulatory Services) |
| Ms | T | Parata | (Manager, Programme Design & Delivery) |
| Ms | A | Kenna | (Media Relations Manager) |
| Ms | J | Gutry | (Senior Programme Advisor – Economic) |
| Ms | S | Shaw | (Executive Secretary – Minutes) |

APOLOGIES

| | | | |
|-----|---|---------|--|
| Cr | D | Scott | |
| Mrs | J | Prvanov | (Deputy Chair, Waikanae Community Board) |

LEAVE OF ABSENCE

| | | | |
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| Cr | J | Holborow | |
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The Chair welcomed everyone to the meeting, explained the rules of procedure and read the Council blessing.

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ECD 16/02/161

APOLOGIES

MOVED (Bell/M Scott)

That apologies be received from Councillor David Scott and the Deputy Chair of the Waikanae Community Board Jocelyn Prvanov.

CARRIED

It was noted that Cr Holborow was on leave of absence.

DECLARATIONS OF INTEREST

Cr Welsh declared an interest on Item 9 – Community Financial Support Review: Community Contracts (SP-16-1805) and would not partake in debate or voting.

ECD16/02/162

PUBLIC SPEAKING TIME (FOR ITEMS RELATING TO THE AGENDA)

1. Keith Wood spoke on behalf of Manaaki Kāpiti in support of the Events Development and Visitor Attraction Plan reports. They look forward to working with Council on both of these plans.
2. Gerry Paul and Paul Brown, organisers of the Coastella 2016 Music Festival event on the 26 March 2016, spoke in relation to Item 7: Events Development: Funding for Existing and New Events to May 2016 report.
3. Ian Carson and Barbara Franks from Ōtaki Kite Festival spoke to the Committee in relation to Item 7: Events Development: Funding for Existing and New Events to May 2016 report.

Cr Bell left the meeting at 10.24am and rejoined at 10.29am.

4. Libby Hakaraia, Festival Director from the Māoriland Film Festival spoke to the Committee in relation to Item 7: Events Development: Funding for Existing and New Events to May 2016 report. It was noted that there was a change in the request that they had submitted. Instead of an outside screen, they are now seeking funding assistance for a large indoor screen, Laser LED Projector and sound system.

Questions and discussion included the following points:

- making sure that there are visitor surveys with the same questions being asked at each event around visiting Kāpiti and other key questions;
- there were discussions around use of the screen that would be purchased by Māoriland Film Festival and if the Community would be able to use it;
- with all these events happening in the district making sure the Kāpiti Story is being conveyed;
- Māoriland Film Festival has received no funding for the 2016 event.

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ECD16/02/163

MEMBERS' BUSINESS

- (a) Public Speaking Time Responses – none were required.
- (b) Leave of Absence – none was requested.
- (c) Matters of an Urgent Nature - there were none.

Cr Elliott left the meeting at 10.59am and rejoined at 11.00am.

ECD16/02/164

**EVENTS DEVELOPMENT: FUNDING FOR EXISTING AND NEW EVENTS TO MAY 2016
(SP-16-1810)**

Jennie Gutry (Senior Programme Advisor - Economic) and Tania Parata (Manager, Programme Design and Delivery) spoke to this report and provided an overview of the three events that were seeking funding.

Questions and discussion included the following points:

- making sure that the outcomes are measured for these events and are reported back on;
- now that the Wings and Wheels event is not happening the money would go back in to the events fund;
- the screen, projector and sound system that will be purchased for the Māoriland Film Festival will not be available to be hired out to the Community;
- the use of surveys and how these are completed, either by electronic means or in person;
- obtaining accommodation statistics around these events would be useful;
- ensuring at all events there is a sustainability focus and opportunity for the Green Team to educate and engage with the public now the Sustainable Home and Garden show is no longer running.

MOVED (Welsh/Elliott)

That the Environment and Community Development Committee provide one-off funding of \$8,000 for the Ōtaki Kite Festival for:

- **Promotion outside the district through advertising and social media.**
- **Support and promotion of a 'Kite Bus Service' from Waikanae train station to the festival both days, five services a day, reinforcing Council's sustainability focus.**
- **Fund a visitor survey to inform future event planning and promotion.**

CARRIED

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It was agreed that the following bullet points be removed, but the recommendation would still include a requirement to fund a visitor survey to inform future event planning and promotion.

- The purchase of a 12m x 6.7m outdoor screen and sound equipment and hold two free family feature film screenings, subject to appropriate agreement of community use of the equipment around the district for events, managed by Māoriland Film Festival organisers.
- Additional marketing and promotion of the event throughout New Zealand including presence at the New Zealand International Festival of the Arts, Auckland Arts Festival and WOMAD.

MOVED (Welsh/Elliott)

That the Environment and Community Development Committee provide one-off funding of up to \$32,000 for the Māoriland Film Festival, including a requirement to fund a visitor survey to inform future event planning and promotion.

CARRIED

MOVED (Welsh/Elliott)

That the Environment and Community Development Committee provide one-off funding of \$10,000 as sponsorship of the Coastella Music Festival in 2016.

CARRIED

MOVED (Welsh/Elliott)

That any funding agreed for the Ōtaki Kite Festival, Māoriland Film Festival and the Coastella Music Festival is subject to all legislative and necessary regulatory conditions being met before funding is released.

CARRIED

The meeting adjourned at 11.34am and reconvened at 11.47am.

ECD16/02/165

KĀPITI ECONOMIC DEVELOPMENT STRATEGY: VISITOR ATTRACTION PLAN (SP-16-1788)

Tania Parata (Manager, Programme Design and Delivery) spoke to this report. The Kāpiti Visitor Plan sets out three focus areas supported by a set of actions to deliver visitor attraction initiatives. The areas are:

- improve destination and product development;
- establish the Council's place in visitor sector leadership and delivery; and
- improve marketing and distribution.

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Questions and discussions included the following points:

- It was asked if the Visitor Attraction plan could be circulated to the Youth Council and Council of Older Persons Council for their information.
- It was agreed to remove from the visitor attraction and the local community section on page 54 'a sector which is currently dominated by care services and retail'.
- There were concerns raised that the Paekākāriki Community Board had not been consulted on the recently published Visitor's Guide.
- It was asked if the work planned for the Kāpiti Island Gateway in 2017 be brought forward. This could be a possibility but it will be dependent on timeframes.

MOVED (Welsh/Bell)

That the Environment and Community Development Committee adopts the Kāpiti Visitor Attraction Plan 2016-2018 (as detailed in Appendix 2 of report SP-16-1788) as an action plan for achieving economic development aspirations for Kāpiti subject to an amendment.

CARRIED

ECD16/02/166

COMMUNITY FINANCIAL SUPPORT REVIEW: COMMUNITY CONTRACTS (SP-16-1805)

Tania Parata (Manager, Programme Design and Delivery) spoke to this report. They presented recommendations for implementing a new funding model, which would align the Long Term Plan outcomes with the Community Support Activity provision of community contracts. It also sought a decision on the approach for implementing changes to the community contracts which includes a request to roll over the current contract for another twelve months.

The discussions included being able to measure outcomes through the contract process and that they are contestable. It was also noted that the Community Board grant process is a separate process.

MOVED (Gaylor/Bell)

That the Environment and Community Development Committee approves the recommendation of Option B: Outcome Focused Funding as the community funding investment model that:

- **allows programme funding to align with long term plan Council outcomes**
- **funding priority for contracts is determined via a transparent and objective evaluative process**
- **Council support is offered to contract holders to guide the successful delivery of reporting against Long Term Plan Council outcomes.**

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That the Environment and Community Development Committee approves the option preferred by staff, which is to, extend current community contracts until 30 June 2017 to align with the new funding programme that will be in place on 1 July 2017.

CARRIED

It was noted that Councillor Welsh abstained from voting and discussion.

ECD 16/02/167

CONFIRMATION OF MINUTES

MOVED (Cardiff/M Scott)

That the minutes of the 3 December 2016 meeting of the Environment and Community Development Committee be confirmed as a true and accurate record.

CARRIED

Cr Bell left the meeting at 12.19pm.

ECD 16/02/168

PUBLIC SPEAKING TIME (COVERING OTHER ITEMS IF REQUIRED)

There was none.

The meeting concluded at 12.20pm

Signed / / 2015

Cr Penny Gaylor, Chair